Grants Program Administration
Who We Are, What We Do

December 14, 2020

Agenda

- **Grants Program Administration (GPA)**
  - o History
  - o Organization
  - o Staffing/Locations
  - o What We Do
- **Overview of Units**
  - o Program and Planning
  - o Contracts
  - o Fiscal Monitoring
  - o Administration
- **Grants Overview and Process**
- **Our Customers**
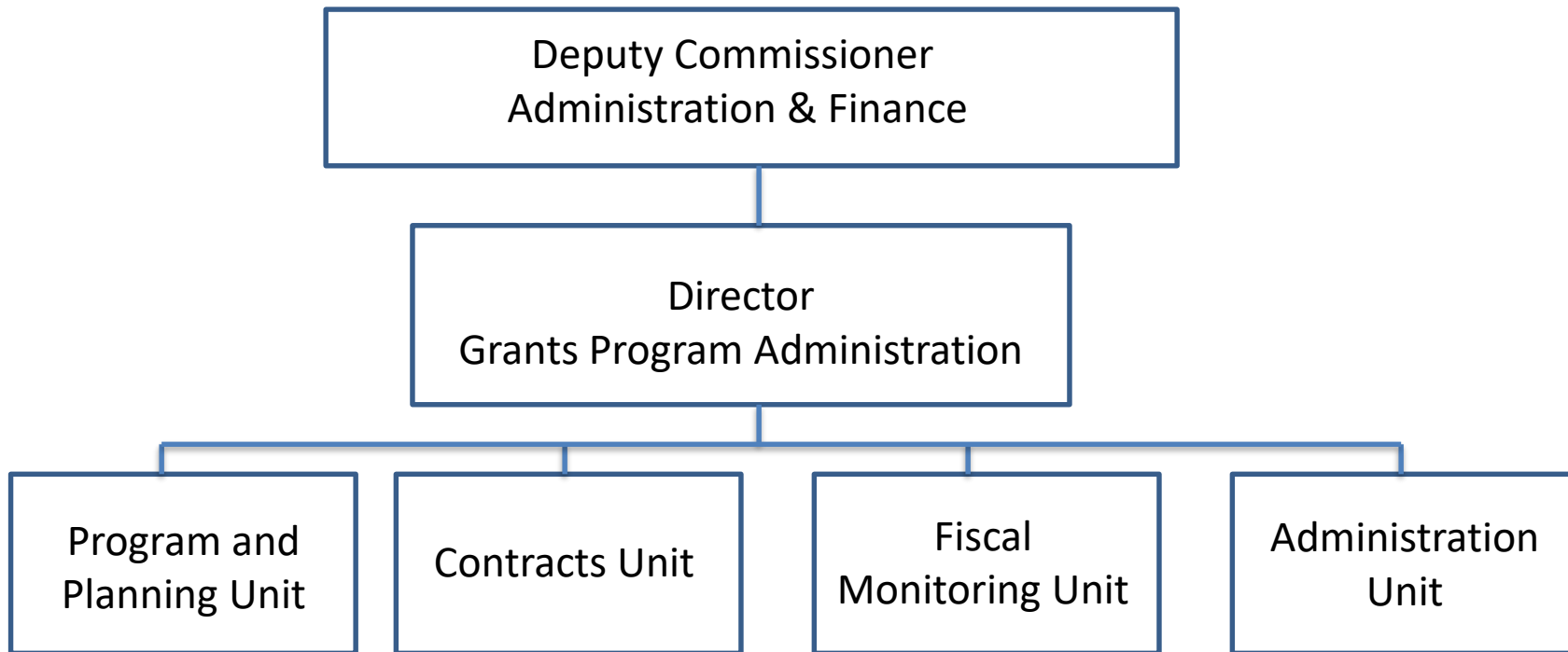- **Successes**
- **We are Here to Help!**
- **Questions?**

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History

History

- **Part of the Legacy NYS Office of Homeland Security**

  o Post 9/11 – was part of the State's Weapons of Mass Destruction (WMD) Task Force

  o Grants staff was migrated over from the Division of Criminal Justice Services (DCJS) formally in January of 2005 and were responsible for administering and managing federal homeland security (preparedness) funding

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Grants Program Administration - Organization

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                    │     Deputy Commissioner     │
                    │   Administration & Finance  │
                    └──────────────┬──────────────┘
                                   │
                    ┌──────────────┴──────────────┐
                    │          Director           │
                    │ Grants Program Administration│
                    └──────────────┬──────────────┘
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Program and Planning Unit	Contracts Unit	Fiscal Monitoring Unit	Administration Unit

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Staffing and Locations

Staffing Levels

43 Full-Time Staff

- Program
- Contracts
- Fiscal Monitoring
- Administrative

Locations

- Majority of the Staff to include our Director are located in Building 7A in Albany
- Presence in 633 Third Avenue, New York – Fiscal Monitoring Staff

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What We Do

- State Administrative Agency (SAA) for over $1 billion (FY2016-2020) in federal homeland security funding (preparedness) including ten separate programs

- Administer $298 Million in State Funding which includes State Interoperable Communications & Public Safety Answering Point grant funding as well as Securing Communities Against Hate Crimes, Fire/Ambulance Service Legislative Member Items, and Recruitment and Retention Programs

- Manage over 2,300 active contracts with counties, cities, State agencies and nonprofit organizations

- "Connector" – Coordinating and "linking" federal-State-local entities (our customers) on homeland security issues

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State Administrative Agency (SAA) Responsibilities

SAA assigned by Governor

- Apply for, allocate and manage federal homeland security (preparedness) and State grant funding

- Ensure grants are executed within federal and State guidance and regulations

- Assess risk/capabilities to inform allocations to grantees

- Promote local-State-federal integration

- Conduct outreach with grantees and involve stakeholders to ensure a coordinated approach to grant investments and other planning activities

- Provide strategic guidance and technical support to grantees, as appropriate

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Overview of Units

Program and Planning - Functional Summary

- Provide strategic planning, analysis and program development for all grant programs

- Develop and submit annual applications to various federal agencies for funding

- Coordinate with local, State, and federal stakeholders to ensure State and federal priorities are met

- Present at various outreach events to discuss grant programs, requirements, and to obtain input

- Participate in various working groups to help inform Investment Justifications and program objectives

- Coordinate and develop the Request for Applications (RFA) process for all grant programs– this includes RFA & Guidance development, Application Review and Scoring, facilitating Panel Review Sessions, and make funding recommendations

- Respond to Executive Chamber requests as required

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Contracts - Functional Summary

- Programmatic oversight of all grant programs from point of application through closeout
- Ensure that all the administrative requirements of the contract are met to include federal and State regulations (procurement, Minority and Women-Owned Business Enterprise (MWBE), vendor responsibility, etc.)
- Reviewing fiscal paperwork, track on spending, collect and monitor progress reports
- Process contract amendments and obtain appropriate approvals from federal partners
- Continual technical assistance provided to grantees
    - New Grantee Orientations
    - Joint Monitoring Visits
    - Technical Assistance Direct Visits (e.g. transition of staff, etc.)

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Contracts Unit Assignments

As of: 12/01/2020

State Agencies
DOH, DCJS-Jim
DMNA-Tammy
Ag&Mkt, DOT-Chris
DSP, DEC, OPRHP-Ryan
OFPC-Bev

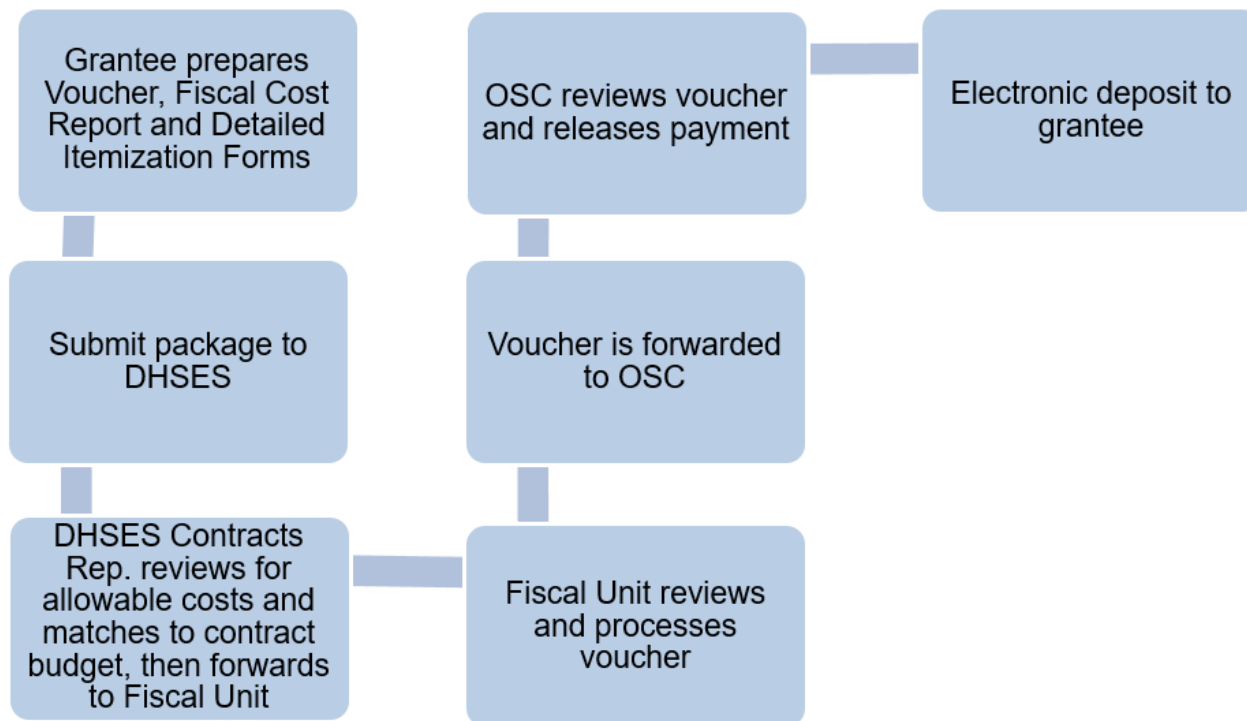| Bev	Chris	Eddie	Heather	Ryan	Jason	Mike	Kristine
Albany	Allegany	Essex	Dutchess	Clinton	Broome	Columbia	Cayuga
Delaware	Cattaraugus	Fulton	Putnam	Erie	Chemung	Greene	Genesee
Otsego	Chautauqua	Jefferson	Rockland	Franklin	Chenango	Montgomery	Oneida
Rensselaer	Livingston	Hamilton	*See Below	Niagara	Cortland	Schoharie	Orleans
Saratoga	Monroe	Herkimer			Ontario	Sullivan	Oswego
Schenectady	Steuben	Lewis			Schuyler	Ulster	Seneca
	Yates	St. Lawrence			Tioga	Warren	Wayne
					Tompkins	Washington	Wyoming

Jim	Tammy	Tony	Tracy, Asia Wendy, Liz Ben, Carly	Claudine
NYC	Madison	Nassau	NSGP	NSGP
Port Authority	Onondaga	Suffolk	SCAHC	SCAHC
	Orange	Westchester		

Grantee Contract Process

```
Grantee submits              DHSES Finance               NYS Attorney General
electronic application       Office approval             approval

        │                            │                           │

Program and fiscal           DHSES signs                 Office of NY State
review                       contract and               Comptroller approval
                             forwards for control
                             agency approval

        │                            │                           │

DHSES prepares ──────────    Grantee completes           Executed contract
contract for                 local contract              returned to DHSES
electronic signature         approval process            and attached to E-
                             and electronically          Grants
                             signs contract
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Grantee Reimbursement Process

Grantee prepares Voucher, Fiscal Cost Report and Detailed Itemization Forms

Submit package to DHSES

DHSES Contracts Rep. reviews for allowable costs and matches to contract budget, then forwards to Fiscal Unit

Fiscal Unit reviews and processes voucher

Voucher is forwarded to OSC

OSC reviews voucher and releases payment

Electronic deposit to grantee

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Fiscal Monitoring Unit - Functional Summary

- On-Going fiscal oversight and monitoring of preparedness grants
- Provide guidance and technical assistance of fiscal compliance records
- Ensure compliance with provisions of grant programs and contract requirements
- Review Single Audit reports and issue Management Decision letters on findings to DHSES federally funded grant awards
- Assist grantees in preparing for external audits (NYS Office of the State Comptroller (OSC), Department of Homeland Security - Federal Emergency Management Agency (DHS FEMA), Department of Homeland Security - Office of the Inspector General (DHS OIG)
- Assist with external audits (NYS OSC, DHS FEMA, DHS OIG)

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Fiscal Monitoring Unit Assignments

Effective 02/07/2020
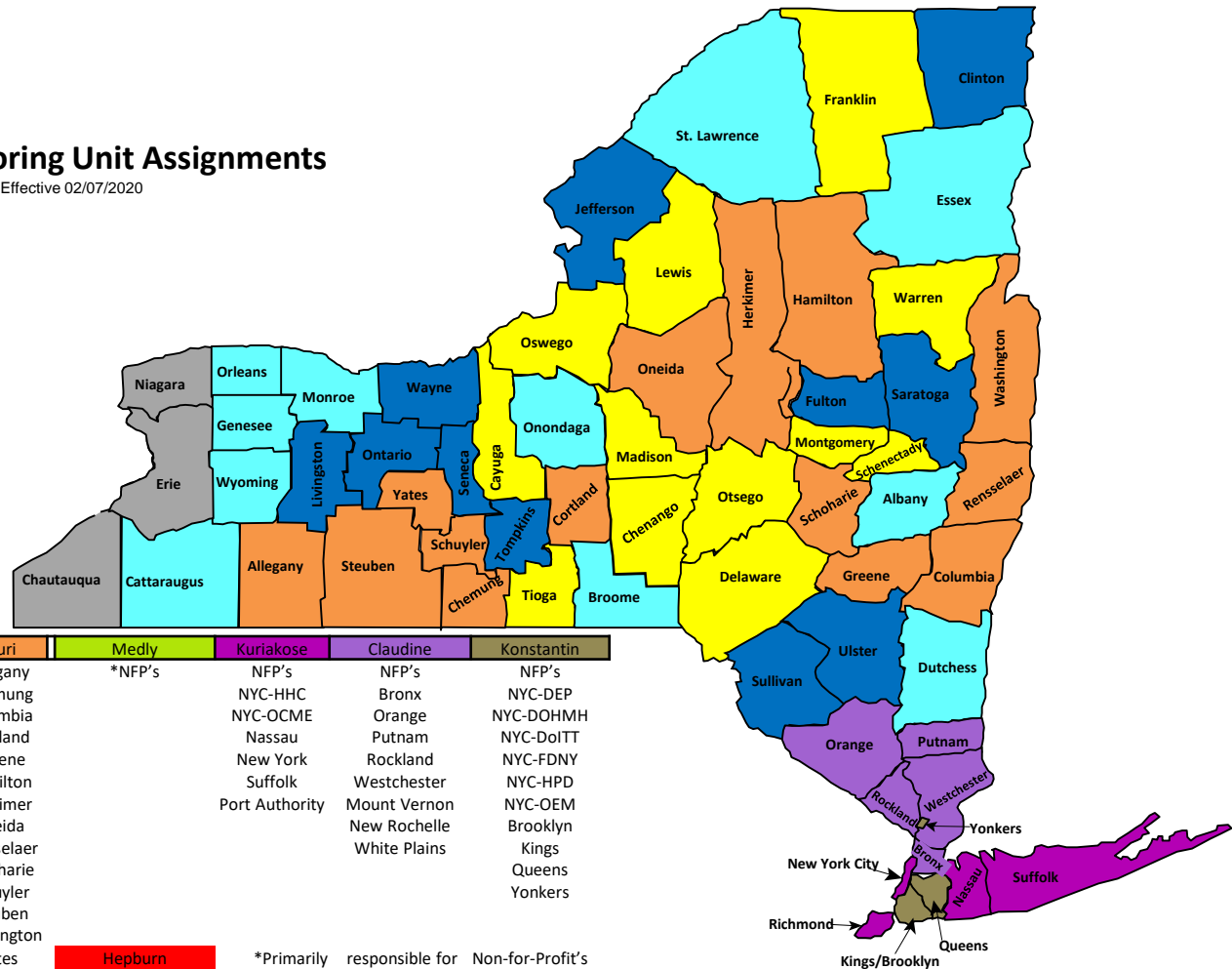
Pam	Doug	Vicky	Lauri	Medly	Kuriakose	Claudine	Konstantin
Albany	Clinton	Cayuga	Allegany	*NFP's	NFP's	NFP's	NFP's
Broome	Fulton	Chenango	Chemung		NYC-HHC	Bronx	NYC-DEP
Cattaraugus	Jefferson	Delaware	Columbia		NYC-OCME	Orange	NYC-DOHMH
Dutchess	Livingston	Franklin	Cortland		Nassau	Putnam	NYC-DoITT
Essex	Ontario	Lewis	Greene		New York	Rockland	NYC-FDNY
Genesee	Saratoga	Madison	Hamilton		Suffolk	Westchester	NYC-HPD
Monroe	Seneca	Montgomery	Herkimer		Port Authority	Mount Vernon	NYC-OEM
Onondaga	Sullivan	Otsego	Oneida			New Rochelle	Brooklyn
Orleans	Tompkins	Oswego	Rensselaer			White Plains	Kings
St. Lawrence	Ulster	Schenectady	Schoharie				Queens
Wyoming	Wayne	Tioga	Schuyler				Yonkers
		Warren	Steuben				
			Washington				
			Yates				

Jon
Chautauqua
Erie
Niagara

Hepburn
NFP's
NYC-NYPD

*Primarily responsible for Non-for-Profit's
Claudine - NFP's Bronx & Westchester
Kuriakose - NFP's Staten Island (Richmond)
Konstantin - Assist NFP's in Brooklyn

Administration Unit - Functional Summary

- Provide oversight of all administrative support personnel within GPA

- Develop and maintain all GPA's policies and procedures

- Develop and maintain all electronic databases and systems used for all of the various grant administration processes

- Oversee the development and submission of various State and federal reports in compliance with grant requirements
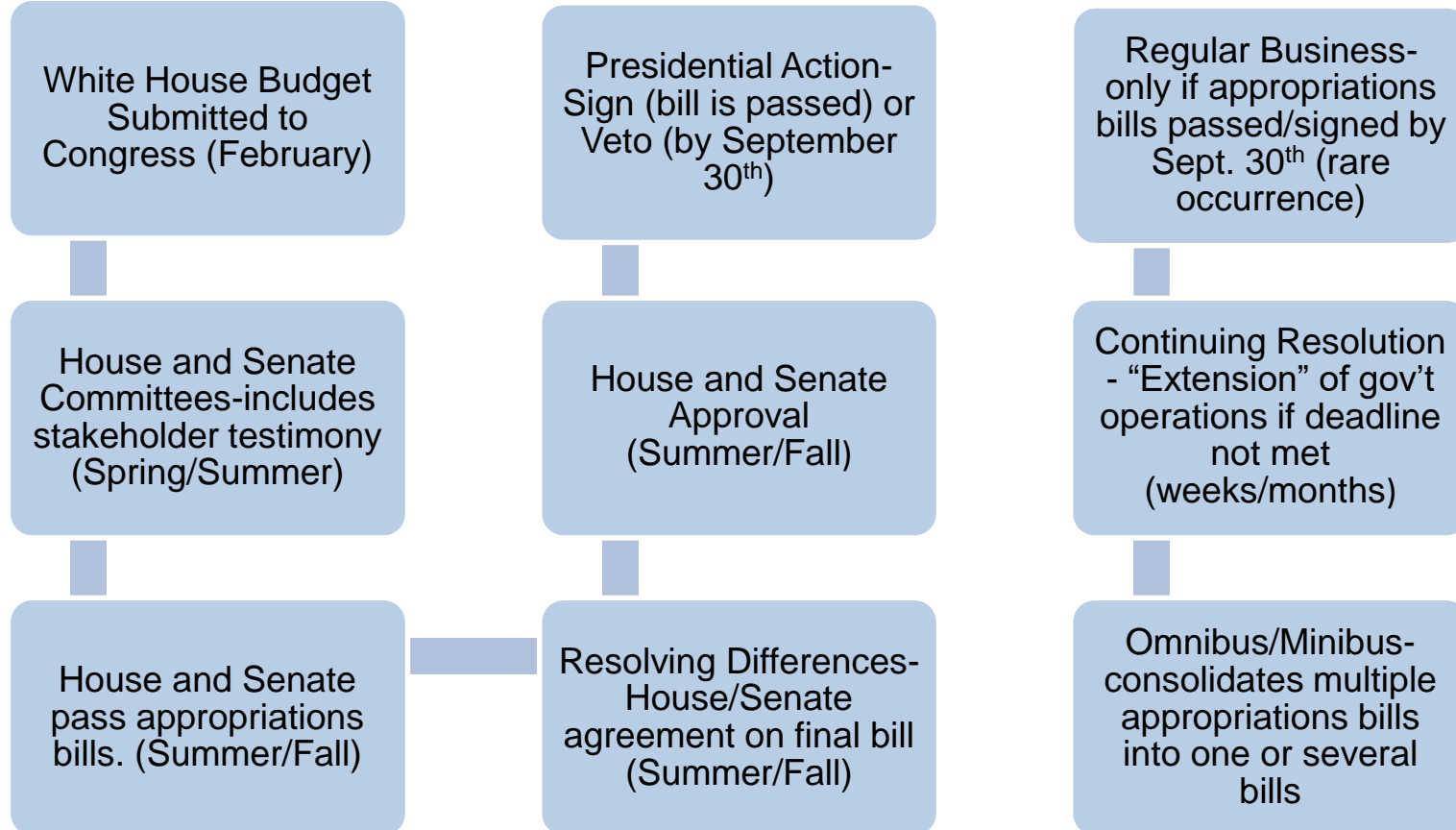
- Develop reports as required by executives

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Questions?

Grants Program Overview and Process

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Federal Grant Process - Timeline

White House Budget Submitted to Congress (February)	Presidential Action- Sign (bill is passed) or Veto (by September 30th)	Regular Business- only if appropriations bills passed/signed by Sept. 30th (rare occurrence)
House and Senate Committees-includes stakeholder testimony (Spring/Summer)	House and Senate Approval (Summer/Fall)	Continuing Resolution - "Extension" of gov't operations if deadline not met (weeks/months)
House and Senate pass appropriations bills. (Summer/Fall)	Resolving Differences- House/Senate agreement on final bill (Summer/Fall)	Omnibus/Minibus- consolidates multiple appropriations bills into one or several bills

Federal Grant Process

- Dependent on Appropriations being passed

- Many Homeland Security grant programs have specific timelines in the legislation

- Traditionally guidance for the State Homeland Security Program (SHSP), Urban Area Security Initiative (UASI) & Operation Stonegarden (OPSG) must be released to States within 60 days of the President signing appropriations bill
  - o Up to 80 days maximum for State to submit applications to FEMA
  - o DHS/FEMA has up to 65 days to act on applications

- Emergency Management Performance Grant (EMPG), Fire Grants, and others not specified and determined by FEMA

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Federal Homeland Security Grant Programs

Total Allocation Amounts for FY2020	
State Homeland Security Grant Program Funding (SHSP)	**$73,968,000** 80% ($59,174,400) – Local Share 20% ($14,793,600) – State Share
Urban Area Security Initiative (UASI) – NYC Area	**$178,750,000** 80% ($143,000,000) – Local Share 20% ($35,750,000) – State Share
Operation Stonegarden Grant Program (OPSG)	**$3,176,092** (Cayuga, Chautauqua, Clinton, Erie, Franklin, Jefferson, Monroe, Niagara, Orleans, Oswego, St. Lawrence, St. Regis Tribe, Wayne)

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State Homeland Security Program (SHSP) & Urban Area Security Initiative (UASI)

- **Designed to build and sustain critical homeland security capabilities across the State (SHSP) and within the State's NYC urban area (UASI)**

    o SHSP funding level decreased $2.96 million from FY2019

    o UASI funding level stayed the same from FY2019

    o Non-Competitive Awards: DHSES provides awards to every county in the State and NYC based on a risk formula

    o Projects **MUST** have a nexus to terrorism

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State Homeland Security Program (SHSP) & Urban Area Security Initiative (UASI) – Cont'd

- **Requirement:** At least 80% of the funding must go to local government (Local-Share), 20% can be used to support State projects (State-Share)
  - o At least 25% of All SHSP & UASI Funding must be dedicated to support law enforcement terrorism prevention activities

- **Projects:** Counties have the flexibility to determine their own homeland security needs (within the parameters and high-level priorities set by DHS/FEMA and NYS DHSES)

- **Spending:** Three year grant period of performance

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State Homeland Security Program (SHSP) & Urban Area Security Initiative (UASI) – Cont'd

- **<u>Changes for FY2020</u>:** Major Shift in National Priorities – Required 5% spending of homeland security funding in each of the following investment areas:

  - o Intelligence and Information Sharing
  - o Cybersecurity with Election Security
  - o Emerging Threats
  - o Soft Targets/Crowded Places with Election Security

- Spending requirements were enacted for the first time in the guidance; national priorities always existed

- **Projects:** Funding can be used to support allowable Planning, Organizational, Equipment, Training, Exercise activities – nexus to terrorism must exist

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State Homeland Security Program (SHSP) & Urban Area Security Initiative (UASI) – Cont'd

- Projects must align to the New York State Homeland Security Strategy and informed by County Emergency Preparedness Assessments (CEPA)

- Follow Grant Guidance: Limitations placed on the funding (e.g., no supplanting, 50% cap on personnel and some consultant costs)

- For SHSP, DHSES works through county points of contact (emergency responders) to administer funding

New York State Homeland Security Strategy 2017-2020

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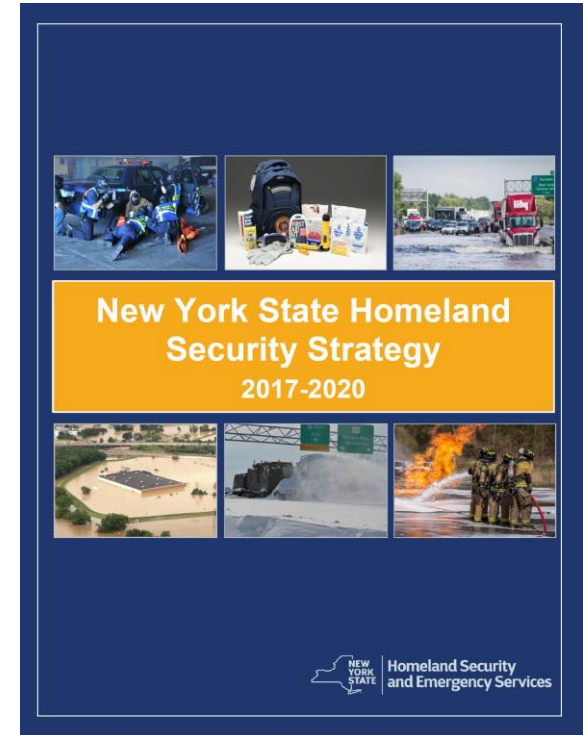
Operation Stonegarden (OPSG)

- **PURPOSE: To enhance cooperation/coordination among local, tribal, State and federal law enforcement agencies in securing international borders**

- Approximately $3.18 Million awarded to NYS in FY2020

- Eligible applicants include 12 Counties and St. Regis Mohawk Tribal Police

- Coordinated through U.S. Customs and Border Protection (CBP)
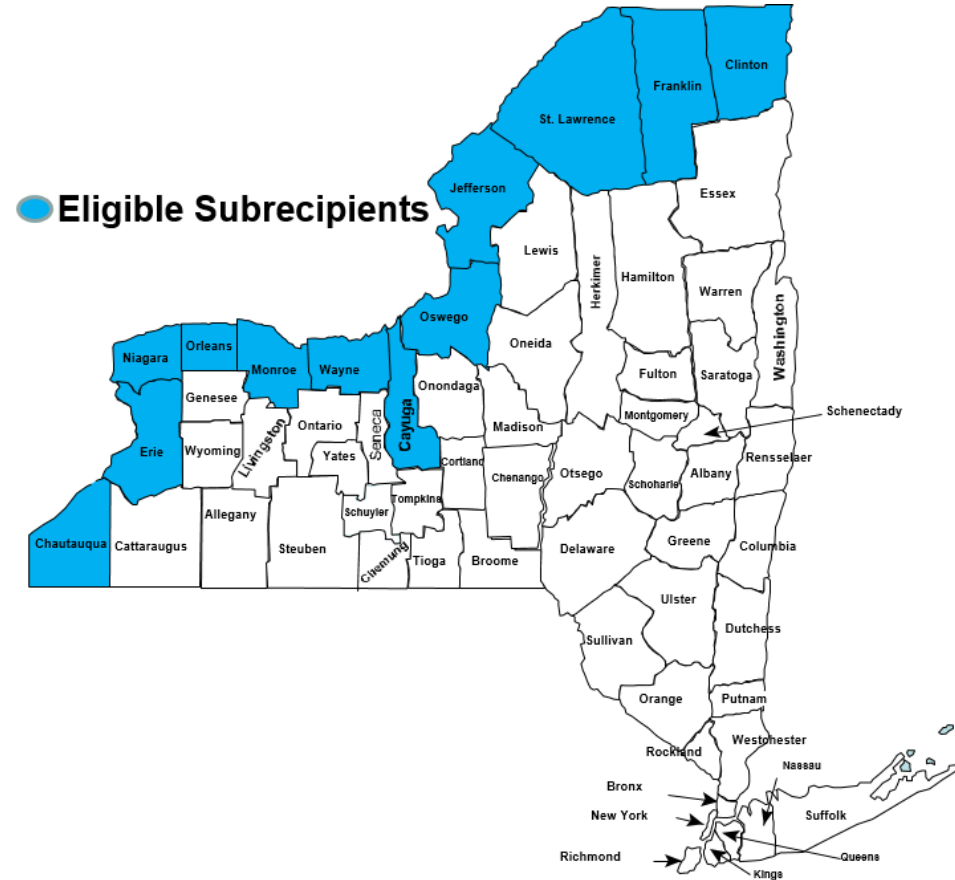
Lessons Learned

- Competing local priorities for funds

  o State priorities *sometimes* not addressed

- Promoting broader regionalization efforts

- Emphasizing capability assessments

- Measuring performance

- Ensuring local-State-federal integration

Questions?

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SHSP Targeted Grant Programs

- Sourced from 80% Local-Share SHSP Funding

Non-Competitive – $4 Million	Competitive – Pool of $5 Million
Bomb Squad Initiative ($2 Million)	Critical Infrastructure Grant Program
HazMat Grant Program ($2 Million)	Cyber Security Grant Program
	Explosive Detection Canine Team Grant Program
	Tactical Team Grant Program
	Technical Rescue/USAR Grant Program

Specific* *Grant Programs focused on *prioritized* capabilities with defined deliverables identified

DHSES Offices/State Agency Partners Coordination

- OCT-CIRT, OCT-PSU, OCT-CI, OFPC
- State Police, DEC Law Enforcement, MTA PD, DCJS, ITS, DHS-OBP, ATF, FBI

FY2019 SHSP Targeted Grants Released on November 12, 2020

- Application Deadline: January 6, 2021

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SHSP Targeted Grant Programs

Targeted Grant Program Descriptions	
Bomb Squad Initiative	Non-competitive allocations to support development and sustainment of capabilities for the 12 NYS FBI-accredited Bomb Squads
HazMat Grant Program	Non-competitive allocations to support equipment maintenance, accreditation and capability enhancement for 18 regional HazMat Teams across NYS
Tactical Team Grant Program	Supports enhancement and improvement of DCJS-certified tactical team response capabilities as related to high-risk active shooter/counter-terrorism incidents
Explosive Detection Canine Team Grant Program	Supports development of new or enhancement of existing DCJS-certified explosive detection canine teams for local and county police agencies
Technical Rescue/Urban Search and Rescue Grant Program	Supports enhancement of technical rescue/USAR teams with a focus on structural collapse, trench, confined space and rope rescue
Critical Infrastructure Grant Program	Supports target hardening and risk/vulnerability mitigation for government-owned critical infrastructure mass gathering/special events sites located within the State's top 7 Metropolitan Statistical Areas
Cyber Security Grant Program	Supports enhancement and sustainment of cyber security capabilities for local governments by ensuring their information systems are protected from cyber incidents

SHSP State-Share Projects (20%)

- Coordinate with State Agency Partners through the Homeland Security Senior Advisory Committee to discuss statewide homeland security initiatives and projects (bi-annual meetings)

DHSES – Projects	State Agency
Training (SPTC) / Personnel Costs (GPA)	NYSP (NYSIC, Law Enforcement Programs)
Red Teams (OCT-PSU)	DMNA (Task Force Empire Shield)
NYS Radiation Interdiction, Detection and Identification Program	DCJS (Supports the Crime Analysis Center – Northern Border)
Regional Stockpiles	DEC (Equipment/Training for Special Operations Group)
SPIDER Border Operations	DOH (MERC)
Citizen Preparedness / Stakeholder Outreach	
OFPC Special Operations Branch support (e.g. equipment, training)	

Other Federal Programs

Total Allocation Amounts for FY2020	
Emergency Management Performance Grant Program (EMPG)	$15,150,401
Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S)	$4,267,719
Nonprofit Security Grant Program (NSGP) – UASI and State	$17,028,598
Hazardous Materials Emergency Preparedness (HMEP) Grant Program*	$419,849

Funding Provided by U.S. Department of Transportation

DHSES Offices/State Agency Partners Coordination
- DHSES OEM; DHSES OFPC

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Emergency Management Performance Grant (EMPG)

- The EMPG provides federal funds to assist emergency management agencies in preparing for all hazards

- Consistent funding levels from FEMA
  - o Funds allocated to localities using a population-based formula
  - o Majority of funding supports personnel costs

- **New for FY2020:** EMPG COVID-19 Supplemental (EMPG-S)
  - o Assists State & local governments with their public health and emergency management activities supporting the response to the ongoing COVID-19 public health emergency

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Nonprofit Security Grant Program (NSGP)

- Funding for target hardening activities to nonprofit organizations that are at a high risk of a terrorist attack

- Competitive program: For FY2020, there was $90 million dollars available nationwide, of which $50 million was for those nonprofits in the federally designated urban areas (NSGP-UA) and $40 million was for those outside the urban areas (NSGP-S)

- For FY2020, New York State received its largest allocation ever under this program:
  - Over $17 million total to NYS
    - $12.69 million under NSGP-UA
    - $4.34 million under NSGP-S

Hazardous Materials Emergency Preparedness (HMEP)

- Increase effectiveness in safely and efficiently handling HazMat Incidents

- Enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA)

- Encourage a comprehensive approach to HazMat training and planning by incorporating the unique challenges of responses to transportation situations

- Program focused on activities
  - o Any purchases must link to an allowable planning or training activity
  - o Report on planning and training conducted

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Other Federal Programs (Cont'd)

Total Allocation Amounts	
Complex Coordinated Terrorist Attacks (CCTA) Grant Program	$1,379,048 (FY2016)
Regional Catastrophic Preparedness Grant Program (RCPGP)*	$929,414 (FY2020)
Targeted Violence and Terrorism Prevention Grant Program (TVTP)*	$164,850 (FY2020)

NEW federal programs for FY2020

DHSES Offices/State Agency Partners Coordination
- DHSES OCT; Policy; SPTC; DSP

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Complex Coordinated Terrorist Attacks (CCTA)

- Building & enhancing capabilities to improve the ability to prepare for, prevent, and respond to synchronized terrorist attacks conducted by one or more independent terrorist groups

- $1.38 million direct allocation to DHSES – Partnership with former Tier II UASI Regions: Buffalo-Erie-Niagara, Rochester-Monroe, Syracuse-Onondaga, Capital Region and the NYS Police

- Planning, Training and Exercise costs

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New GPA-Managed Programs for FY2020

- **Regional Catastrophic Preparedness Grant Program (RCPGP)**
  - Focus on building State & local capacity to collaboratively manage catastrophic incidents – this year's application included projects that focus specifically on regional pandemic preparedness
  - DHSES Office of Emergency Management partnership with four upstate urban areas

- **Targeted Violence and Terrorism Prevention Grant Program (TVTP)**
  - Focus on a <u>community-wide approach</u> to the prevention of targeted violence and terrorism activity
  - DHSES partnership with the Monroe County Sheriff's Office
  - Support the advancement of the Rochester Threat Assessment Committee (ROCTAC)
  - Establish similar Threat Assessment and Management (TAM) Teams in the Buffalo, Syracuse, and Albany areas
  - Create a new TAM-focused course that will be delivered at the State Preparedness Training Center (SPTC)

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State Funded Programs

State Funding for Communications

*Ongoing State Commitment - **$537.6 million** to date*

Statewide Interoperable Communications Grants (SICG)

- Communications Projects: Critical, Challenging and Expensive

- SICG Formula Grant – Noncompetitive program focused on improving interoperability of counties' communications infrastructure

- SICG Targeted Grant – Noncompetitive program aimed at closing gaps in National Interoperability channels implementation and enhancing regional alliance, ensuring that county communication systems remain capable to support multijurisdictional response

Public Safety Answering Points (PSAP)

- Supports counties' public safety call-taking and dispatching expenses (911 Call Centers)

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Securing Communities Against Hate Crimes (SCAHC)

- Statewide program for nonprofit organizations at risk of a hate crime in support of physical security enhancements, security training and facility hardening projects

- $25 million awarded to 512 nonprofit facilities over two funding cycles (SFY 2017 & SFY 2018)

- Latest round of SFY 2019-2020 Applications are currently under review to determine awards

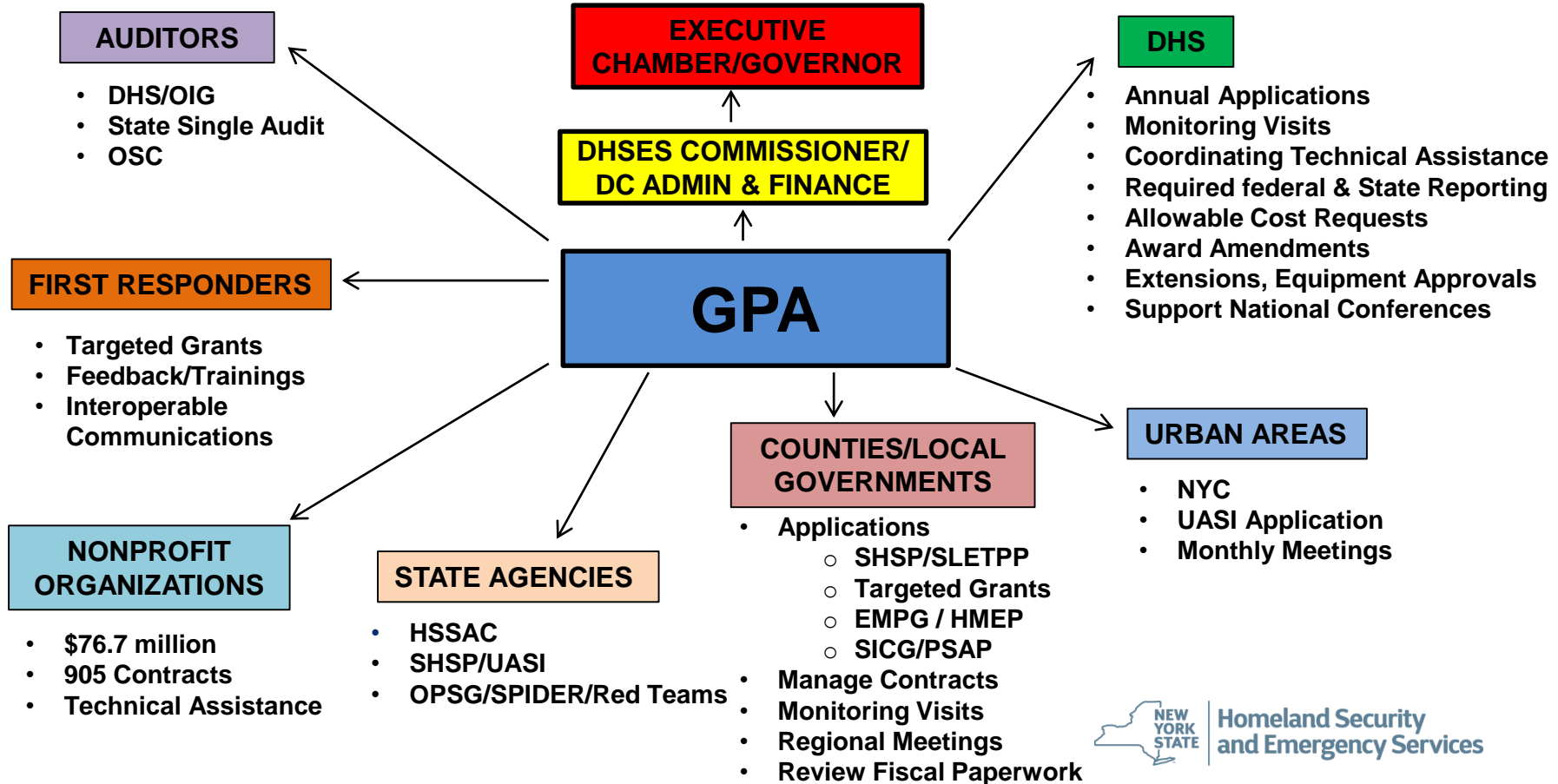**NEW YORK STATE** | **Homeland Security and Emergency Services**

Fire Service/EMS Grant Programs

- **Recruitment and Retention Grant Program**
  - Administered with DHSES' Office of Fire Prevention and Control (OFPC) to support the recruitment and retention of volunteer firefighters and emergency services personnel
  - $1,007,225 awarded over three funding cycles (SFY 2012, 2015 & 2018) to 44 different stakeholders

- **Emergency Services Revolving Loan Program**
  - Administered with OFPC to provide low-interest loans to counties, cities, towns, villages, fire districts and nonprofit fire/ambulance corporations for various purposes

- **Legislative Member Items**
  - Pre-determined awards for local fire and ambulance departments to support their operations

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Our Customers

OUR CUSTOMERS

AUDITORS

- **DHS/OIG**
- **State Single Audit**
- **OSC**

EXECUTIVE CHAMBER/GOVERNOR

DHS

- **Annual Applications**
- **Monitoring Visits**
- **Coordinating Technical Assistance**
- **Required federal & State Reporting**
- **Allowable Cost Requests**
- **Award Amendments**
- **Extensions, Equipment Approvals**
- **Support National Conferences**

DHSES COMMISSIONER/ DC ADMIN & FINANCE

GPA

FIRST RESPONDERS

- **Targeted Grants**
- **Feedback/Trainings**
- **Interoperable Communications**

URBAN AREAS

- **NYC**
- **UASI Application**
- **Monthly Meetings**

COUNTIES/LOCAL GOVERNMENTS

- **Applications**
  - **SHSP/SLETPP**
  - **Targeted Grants**
  - **EMPG / HMEP**
  - **SICG/PSAP**
- **Manage Contracts**
- **Monitoring Visits**
- **Regional Meetings**
- **Review Fiscal Paperwork**

NONPROFIT ORGANIZATIONS

- **$76.7 million**
- **905 Contracts**
- **Technical Assistance**

STATE AGENCIES

- **HSSAC**
- **SHSP/UASI**
- **OPSG/SPIDER/Red Teams**

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Questions?

Our Successes

Homeland Security
and Emergency Services

Positive Impacts

- The volume of work, the level of detail required and responsibility is constantly shifting for grants managers (both locally and here at DHSES)

- GPA has been able to modify our processes to include:
  - Embracing and managing new State contract initiatives and grant programs
  - Navigating additional State and federal requirements to include an increase in federal reporting requirements
  - Managing a much larger portfolio in funding

- Very low frequency of lapsing program funding

- Successful Compliance Reviews (DHS/FEMA, OSC) and Single Audits

- Continuing to look at ways to improve processes and be able to provide best practices in grants management to all our stakeholders

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We Are Here to Help!

We Are Here To Help!

- **Very Experienced Staff!**
  - o Grant funding is a complex process! There are many programs unique in their requirements. We are happy to answer questions.

- **Long-Standing Relationships with Stakeholders**
  - o Monitoring Process is occurring regularly throughout the State and we have extensive networks of contacts – we can put you in touch with the right people to discuss your initiatives.
  - o Technical Assistance occurs throughout the grants process (e.g. Workshops)

- **Opportunities to Tell our Story**
  - o We continue to look for opportunities to articulate the impacts of funding; please feel free to share with us any successful projects or best practices that you think would be helpful in shaping our narrative.

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Questions?

THANK YOU!

DHSES Grants Program Administration (GPA)

Grants Hotline: 866-837-9133

E-Mail: **Grant.Info@dhses.ny.gov**

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